How do I share files with others?

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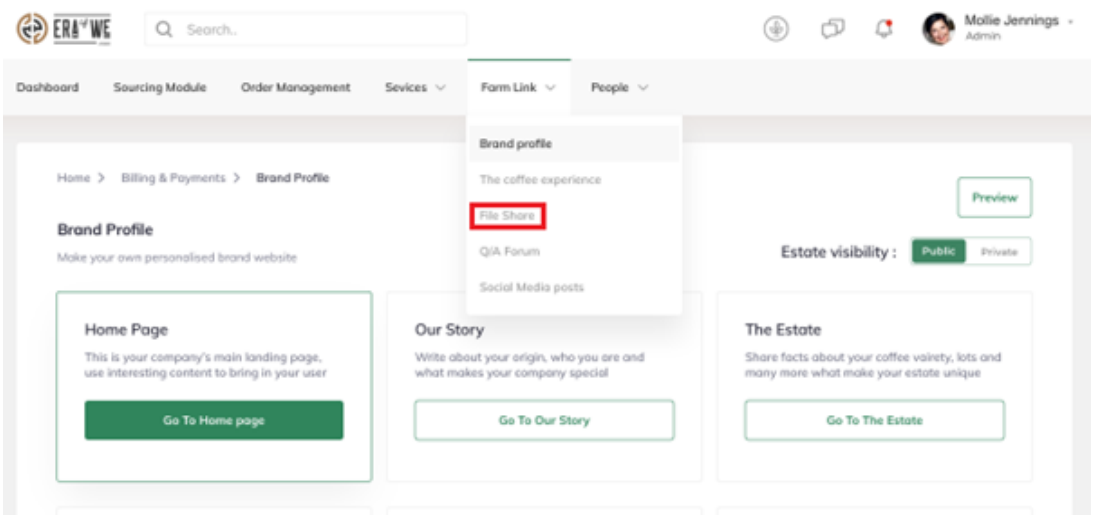
BRIEF DESCRIPTION

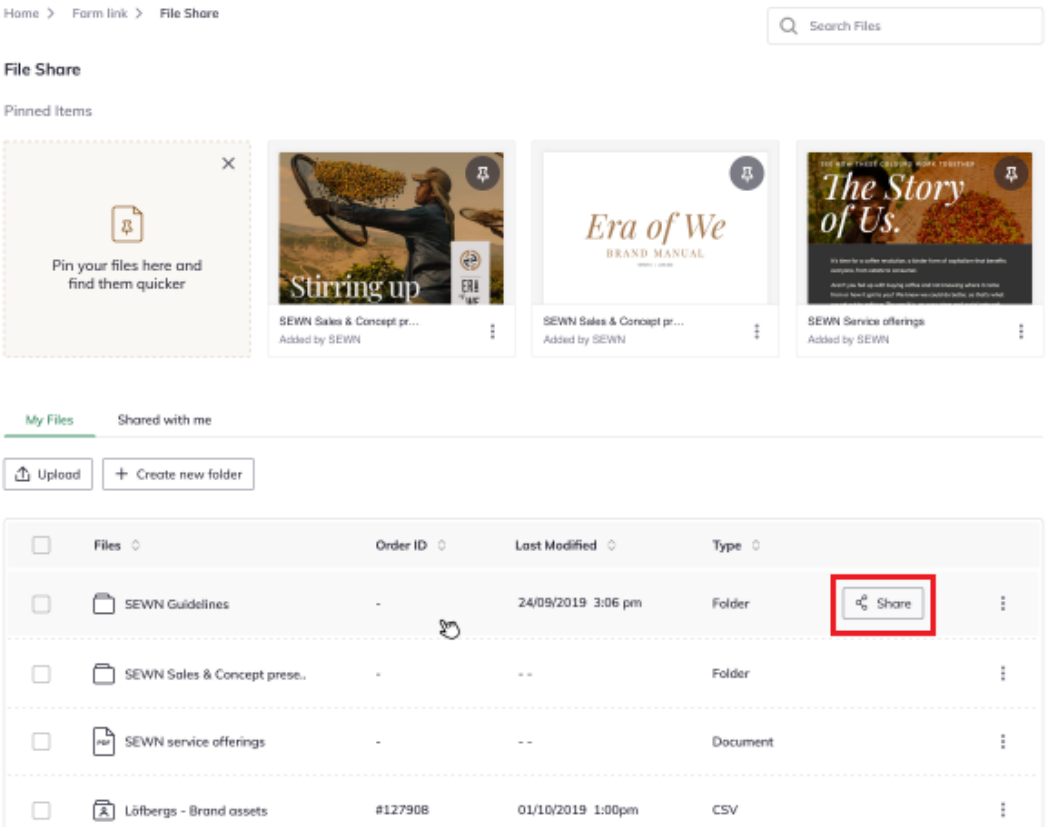
This guide will contain information on how to share files with others as a roaster on FarmLink.

STEP BY STEP GUIDE

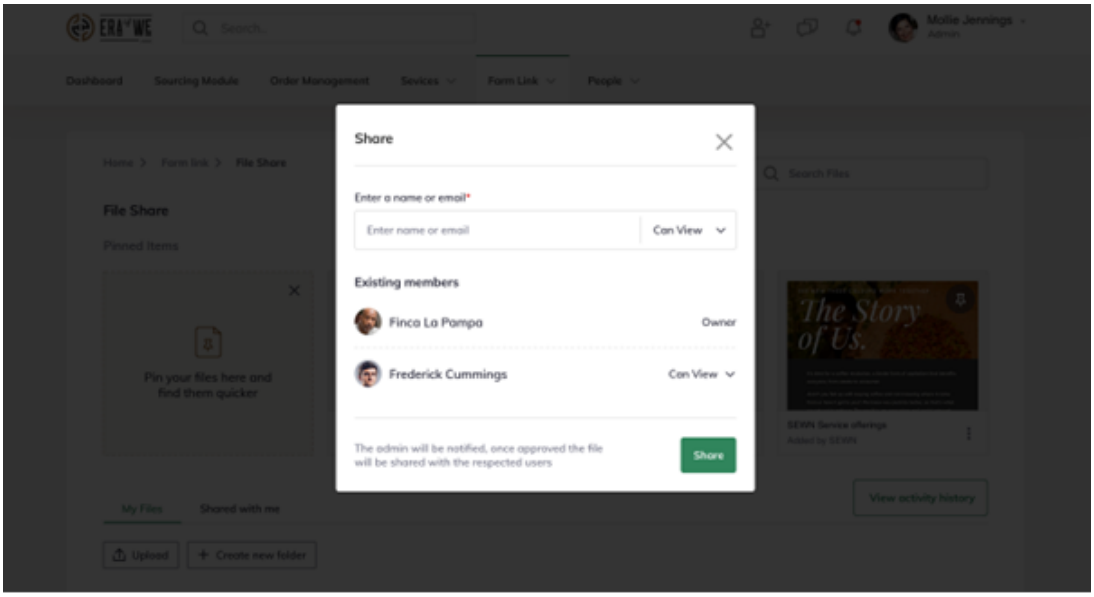
1. Log in to your account and navigate to the ‘Farmlink’’ tab. Select ‘File share’.



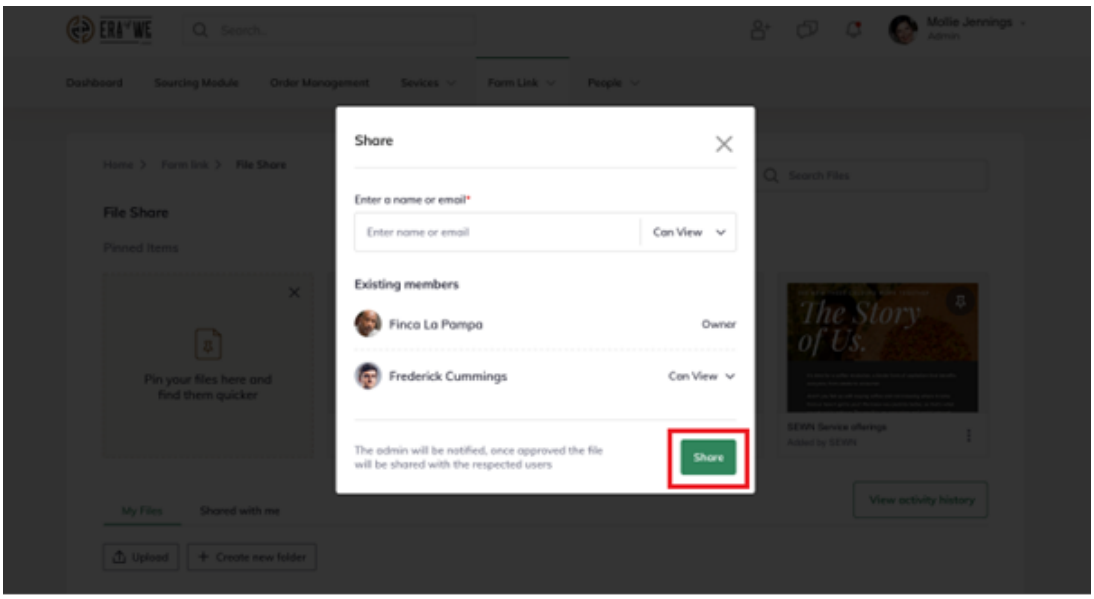
2. Here you will see all your files and folders on Farmlink. Select ‘Share’ beside the folder/file you wish to share.



3. Now you can add the name or email address of the person you want to share the file with. At this stage, you can also control the level of access granted (view only, editing, etc.).



1. Finally, hit ‘Share’ to share the file.


Share
Enter a name or email*
Enter name or email
Can View
Existing members
Finca La Pampa
Owner
Frederick Cummings
Can View
The admin will be notified, once approved the file will be shared with the respected users
Share